



Public Service Commission

-M-E-M-O-R-A-N-D-U-M-

DATE : June 4, 1998
 TO : Blanca Bayo, Director, Records and Reporting
 FROM : Mary Bane, Deputy Executive Director/Technical *MB*
 RE : Establishment of Project Numbers and Titles

At the June 2, 1998 Internal Affairs, the Commission approved staff's work plan for implementing the various provisions of the recently passed Chapter 98-277. This law requires the commission to prepare and submit to the Legislature by February 15, 1999 various complex technical reports. For internal workflow purposes these reports have been grouped as three studies, only one of which necessitate a formal Commission hearing.

While two of the studies thus will not be docketed, it was decided that for administrative convenience and efficiency these studies will be assigned "project numbers and titles" by Records and Reporting. These project numbers will serve to track and organize all materials submitted by interested parties. Accordingly, you are directed to establish in the Case Management System (CMS) pseudo-docket codes for these undocketed projects. Based on discussions with staff, these project numbers and titles will have a suffix in CMS of "SP," for special project; the two projects will be:

- Study 2: **980000A-SP** UNDOCKETED SPECIAL PROJECT: Fair and Reasonable Rates
 OPR: Communications
- Study 3: **980000B-SP** UNDOCKETED SPECIAL PROJECT: Access to Customers in
 Multi-Tenant Environments
 Joint OPR: Research and Legal

These projects should be coded as PROGMOD = D, Other.

- cc: Division of Communications (D'Haeseleer, Tudor, Simmons, Marsh, Dowds)
 Division of Research and Regulatory Review (Hoppe, Daniels, McNulty)
 Division of Auditing & Financial Analysis (Devlin, Mailhot)
 Division of Legal Services (Davis, Brown, B. Keating)
 Division of Administration (Tribble, Feaster, C. Orange)

i: sproject.mem

DOCUMENT NUMBER - DATE

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